

College Instruction Committee Minutes
Monday, April 9, 2018
Contra Costa College CTC-131
2600 Mission Bell Drive, San Pablo, California 94806

CALL TO ORDER with Introduction of Guests

Members in attendance were: Mark Wong (Chair), Laura Salas (LAVA), Robert Webster (SS), Irena Stefanova (LA), Randy Watkins (NSAS/SLO Coordinator), and Katie Krolkowski (NSAS).

Resource Team in attendance were: Ken Sherwood (CCCVP), Tish Young (Senior Dean of Instruction) and Karen Ruskowski (Curriculum Specialist).

Guests in attendance were: There were no guests in attendance.

CONSENT AGENDA ACTION ITEMS

April 9, 2018 Agenda

March 12, 2018 Minutes

SPAN-220 Third-Semester Spanish

Distance Education – partially online

SPAN-221 Fourth-Semester Spanish

Distance Education – partially online

SPAN-230 Spanish for Heritage Speakers I

Distance Education – partially online

SPAN-231 Spanish for Heritage Speakers II

Distance Education – partially online

ART-232 Photoshop 2

Distance Education – Adding DE form (*Course revisions were approved by CIC 2/12/18.*)

ACTION: Katie motioned to approve the consent agenda action items; Randy seconded; Mark, Randy, Laura, ¹Robert, Irena, and Katie were all in favor; ¹Robert abstained from approving the minutes because he hadn't read them.

NON-CONSENT AGENDA ACTION ITEMS

LARAZ-130 Contemporary Chicano/Latino Literature

Non-Substantial Change: Content review. Update objectives, textbook. Discipline changes: Add Interdisciplinary Studies and Chicano Studies. (*Tabled from 3/12 agenda for non-representation*)

ACTION: Robert motioned to table for lack of representation; Katie seconded; Mark, Randy, Laura, Robert, Irena, and Katie were all in favor; no abstentions.

LARAZ-125 Latin American History

Non-Substantial Change: Content review. Update description, Objectives, SLOs, Textbook, Lecture content. Discipline changes: Remove Social Science/Sociology and Add Chicano Studies. (*Tabled from 3/12 agenda for non-representation*)

ACTION: Robert motioned to table for lack of representation; Katie seconded; Mark, Randy, Laura, Robert, Irena, and Katie were all in favor; no abstentions.

BIOSC-157 Foundations in Biotechnology

Non-Substantial Changes: Content review. Reduce lecture hours from 44 to 36 (no change to units). Remove prerequisites: BIOSC-106, BIOSC-172L (172L changed to Advisory). Update textbook, SLOs.

ACTION: Irena motioned to provisionally approve pending Title 5 requirements for clarification with comment added to code page that since Area B is checked on Degree/Transfer Applicability, successful completion of both BIOSC-157 and BIOSC-159 are necessary to satisfy the unit requirements; Randy seconded; Mark, Randy, Laura, Irena, and Katie were all in favor; Robert abstained.

BIOSC-159 Foundations in Biotechnology Laboratory

Non-Substantial Changes: Content review. Reduce lab hours from 66 to 54.

ACTION: Randy motioned to provisionally approve pending Title 5 requirements for clarification with comment added to code page that since Area B is checked on Degree/Transfer Applicability, successful completion of both BIOSC-157 and BIOSC-159 are necessary to satisfy the unit requirements; Katie seconded; Mark, Randy, Laura, Irena, and Katie were all in favor; Robert abstained.

ENGL-875N Supervised Tutoring

Non-Substantial change: Content review. Remove Math from disciplines, update SLOs.

ACTION: Robert motioned to table for lack of representation; Katie seconded; Mark, Randy, Laura, Robert, Irena, and Katie were all in favor; no abstentions.

MEDIC-225 Medical Practice Management & EHRs

Non-Substantial Changes – Add distance education, update lab content, SLOs, out of class assignments, textbook, and correct to not transferrable (from CSU transfer)

ACTION: Randy motioned to table for lack of representation; Irena seconded; Mark, Randy, Laura, Robert, Irena, and Katie were all in favor; no abstentions.

BIOSC-888N Biotechnology Operations: Analytic Lab, Bioprocessing

New Course: Noncredit. 0-18 lecture/36-216 lab hours. P/NP/SP. Discipline: Biology/Biotechnology
(Tabled from 3/12 agenda to wait for companion credit course)

ACTION: Randy motioned to approve with the changed to the proposed hours; Robert seconded; Mark, Randy, Laura, Robert, Irena, and Katie were all in favor; no abstentions.

BIOSC-188 Biotechnology Operations: Analytic Lab, Bioprocessing

New Course: New 2 unit course for menu of advanced biotechnology courses. Discipline: Biology/Biotechnology. 18 lecture/ 54 lab/SC.

ACTION: Robert motioned to approve; Randy seconded; Mark, Randy, Laura, Robert, and Irena were all in favor; Katie abstained.

BIOSC-300 Field Studies

Substantial Change: Change TOP code from Biology, general to 043000 - Biotechnology and Biomedical Technology.
(Tabled from 3/12 agenda to consider templates for all 300 field studies courses)

ACTION: Katie motioned to table; Randy seconded; Mark, Randy, Laura, Robert, Irena, and Katie were all in favor; no abstentions. Units, hours, assignments, SLOs need to be revisited.

Administration of Justice: Law Enforcement - A.S. Degree

Non-Substantial Change: Revision of the degree to include courses that support the guided pathway project at CCC

ACTION: Randy motioned to table for lack of representation; Irena seconded; Mark, Randy, Laura, Robert, Irena, and Katie were all in favor; no abstentions.

DISCUSSION ITEMS

Process to get courses that are overdue for content review through CIC Tish, Mark, Karen, and Lynette will meet to discuss a plan to get these courses through Content Review in preparation for approaching Accreditation.

CurricUNET fields and closing the loop after CIC approval (example: GE box, Class max) No discussion due to time limitations.

PRESENTATIONS FROM THE PUBLIC - There were no presentations from the public or CIC announcements.

ADJOURNMENT – The meeting adjourned at 4:00 p.m. The next meeting will be April 23 in CTC-131.

Respectfully submitted by,
Lynette Kral
Academic Senate Office